

**GEORGIA BOARD OF MASSAGE THERAPY  
MINUTES OF BOARD MEETING  
June 14, 2007**

The Georgia Board of Massage Therapy board meeting was held on June 14, 2007, 09:00 a.m., at The Professional Licensing Boards Division offices located at 237 Coliseum Drive, Macon, Georgia.

**The following members were present:**

Jane H. Johnson, Chairman  
Kathy V. Lescak, Vice Chairman  
Steve Earles

**Absent:**

Melony Phillips, Cognizant  
Marlene Gaskill, Consumer

**Administrative Staff Present:**

Brig Zimmerman, Executive Director, Serena Gadson, Application Specialist II, Pam Candler, Application Specialist, Yvonne LeSane, Application Specialist, and Amanda Allen, Board Secretary.

Ms. Johnson established that a quorum of the Board was present and called the Board meeting to order at 9:08 a.m.

**Mr. Earles moved and Ms. Lescak seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. §43-1-2(k) (1) (2) to receive information pertaining to Applications. Voting in favor of the motion were those present who included Board members Earles, Lescak, and Johnson. The Board concluded Executive Session in order to vote on these matters and to continue with the public session.**

**Agenda:**

**Ms. Lescak moved, Mr. Earles seconded, and the Board voted to approve the agenda as proposed. None opposed, Motion carried.**

**Executive Director's Report:**

1. Mr. Zimmerman updated the Board on the number of applications pending and approved: 1,396 licenses have been issued at this time, 1348 are still in the pending process.
2. Mr. Zimmerman informed the Board that per NCBTMB, even if a school does not have a provider code issued to them through NCBTMB, the students who have graduated from that school can still sit to take the national exam. They offer a "portfolio review" process for those who have experience and little or no formal massage therapy education.

3. Mr. Zimmerman discussed in length the process on how files are handled in Investigations. He reminded the Board that when they forward a complaint to that department for further investigation they need to be as specific as possible in what they would like the investigators to look for. The Board will continue to discuss, with the advice and suggestions of the AG's office representative, the investigation of complaints received on individuals with applications still pending issuance.
4. Mr. Zimmerman reviewed the list of the approved Continuing Education Providers the Board had established at this time. Provider list will be placed on the website once approved.
5. Mr. Zimmerman informed the Board that he had requested from the Assistant Attorney General, Ms. Rebecca Adams to draft a memo to the Board addressing his continued concerns with the Board and the application review/approval process. A copy of the memo will be sent to all Board Members upon completion.

#### **Additional Business**

Ms. Johnson announced that she had spoken to Ms. Phillips and agreed to help her review all the pending school recognition applications. She informed the Board that Ms. Phillips had created an outline that lists all the requirements set forth by the Board that she utilizes when reviewing each school application. Copy of outline was presented to the Board.

Ms. Lescak addressed the Board with her concerns on the growing number of pending school applications. She also stated that she is very uncomfortable with what she is being expected to vote on, due to the fact, the information is not presented to the Board in detail before she is asked to vote to approve or deny a school. Ms. Lescak stated she would like the school material presented to her before being asked to vote, instead of considering just one person's recommendations on whether the school should be approved or denied.

Ms. Johnson stated she would work on revising the school application or creating a form that would better define the requirements set forth by the Board, which in turn, would help speed up the school approval process. Ms. Johnson stated that at this time her main priority will be reviewing the pending school applications.

There being no additional business to discuss, Mr. Earles moved, Ms. Lescak seconded, and the Board voted to adjourn today's meeting at 1:41p.m.

**Minutes recorded by:**

Amanda Allen, Board Secretary

**Minutes reviewed and edited by:**

Brig Zimmerman, Executive Director

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Jane H. Johnson, Chair  
Georgia State Board of Massage Therapy

Brig Zimmerman, Executive Director  
Professional Licensing Boards Division

These minutes were approved and signed on: \_\_\_\_\_.

Ms. Johnson stated she would continue to work with Ms. Phillips in processing the outstanding number of pending school applications